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24 September 1958

MEMORANDUM FOR: Chief, Intelligence School

SUBJECT : Weekly Report No. 38
17 - 23 September 1958

Basic Supervision

1. Basic Supervision #43 ended on 19 September. Student critiques reflected the usual high degree of acceptance of course content and method. The course report will be delayed until Miss [] returns from annual leave on 30 September.

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2. A written handout was prepared for use with the film DVI/B. This material had the desired effect with the students in Basic Supervision #43 in that it served to clarify and expand upon several of the relationships portrayed in the film and helped to focus discussion upon central problems.

3. The "Incident Process", a teaching technique developed by Paul Pigors of MIT, and used in various industrial training programs, has recently been adapted for use in training supervisory personnel in governmental organizations. We have requested the Library to secure for us on 30 days' free loan a copy of the Director's Manual, so that we may evaluate the usefulness of this technique for our supervision courses.

Introduction to Supervision

1. The basic format for Introduction to Supervision, beginning 6 October has been decided upon. The schedule is in draft form and the reading material, lectures, and discussions have been re-planned with an eye to providing future supervisors with a more meaningful introduction to the requirements of the job.

Basic Management

1. Basic Management #46 was launched 22 September 1958. Seventeen students, GS-12-14, from nine components of the Agency, are taking the course.

SEE REVERSE FOR DECLASSIFICATION ACTION

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2. [] of the A&E Staff, has told us that another "In-Basket" exercise will be forthcoming in the near future. The one which we are now using has been quite successful as a teaching device and we are looking forward to experimenting with a new and different "In-Basket" in cooperation with A&E.

Management Special

DDS The formal request from Chief, SR for a Management (Special) has been forwarded to DTR for his information and approval. TK

General

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1. Dr. [] has returned from a two-week sojourn at the Rock Island, Illinois, Arsenal where he attended the Top Management Seminar conducted by the Ordnance Corps. One of the major objectives of the trip was to determine whether the seminar or parts of it would be appropriate for an Agency-conducted Top Management course. Upon his return, he met with Mr. [] the Deputy IG, who is strongly interested in the development of a Top Management (GS-18 down) course replete with well-known outside lecturers. Although the meeting was mainly concerned with the talk Mr. [] will give to Basic Management Class #46 on 1 October, the conversation did include a brief discussion about the value, the content, and the conduct of a Top Management course in the Agency. These points will be amplified in a report from Dr. [] to the Chief, Intelligence School.

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Of additional interest in connection with the idea of a Top Management course for CIA is our receipt of a similar proposal from Dr. [] of the Management Staff. Messrs. [] propose to discuss various aspects of such a program next week. (Tues.)

2. The Management Training Faculty previewed the film, Twelve Angry Men, on 23 September. Although the film demonstrates vividly a wide range of inter-personal reactions within a specific framework, we are ~~not~~ as yet uncertain about its direct usefulness in relation to current course content.

3. Data bearing on the material for inclusion in the report to the Killian Committee was forwarded to DC/IS on Monday, 22 September.

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4. Miss [] is on annual leave until 30 September.

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Answer:
generally
no. 25X
Some
useful
material.

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